



FIRST THINGS FIRST

Ready for School. Set for Life.

January 14, 2011

1700 West Washington Street

State Capitol – Grand Canyon Room

Phoenix, Arizona 85007

10:00 a.m. – 2:00 p.m.

Early Learning Advisory Committee

Draft Meeting Minutes

Committee Members in Attendance

Michael Kelley – Co Chair; Juan Sanchez – Co Chair; Karen Applequist, Mary Baldwin, Terry Doolan, Peggy Federici, Diane Fellows, Cheryl Foster, Shirley Harter, Dennis Ichikawa, Mary Kramer-Reinwasser, Erin Krich, Mary Lamm, Bruce Liggett, Sibieanne Martinez, Barb Milner, Dana Naimark, Paul Ohm, Karla Phillips, Jacquelyn Power, Jakob Raskob, Susan Ryan, Jeff Smith, Alan Taylor, Kymberlii Tenario, Susan (Wilkins) Jacobs, Karen Woodford

Committee Members Absent

Norm Ehmke, Arnoldo Hernandez, Karen Ortiz, Melissa Zaja

Facilitator

Leslie Anderson, Leslie Anderson Consulting, Inc.

Call to Order/ Welcome and Introduction

The regular meeting of the First Things First – Arizona Early Childhood Development and Health Board, Early Learning Advisory Committee was held on January 14, 2011 at the Arizona State Capitol, Grand Canyon Room 1700 West Washington Street, Phoenix, Arizona 85007. The meeting was called to order by Co-Chair Michael Kelley at approximately 10:00 a.m. A brief welcome to everyone was made by Co Chairs Michael Kelley and Juan Sanchez. Everyone in attendance introduced themselves and the agency which they represented.

FTF Advisory Committee: History, Background, Structure and Strategy

Executive Director Allvin gave an overview of First Things First history, background, structure and strategy. Director Allvin explained that the Early Learning Advisory Committee is a committee of the Board Policy and Program Committee. Director Allvin further identified the committee's initial responsibilities as they relate to the prior work done by the First Things First Early Childhood Task Force.

There was a brief discussion about the Taskforce material; it was indicated that a document was being created that represents the work of the task force and to lay out the system's principles, partners, and core areas.

Setting the Stage

Leslie Anderson gave a brief overview of the agenda, meeting process, role of the committee and her role as the facilitator. Ms. Anderson stated that she welcomed feedback from the Committee and looked forward to hearing the Committees thoughts, resources and/or concerns.

Ms. Anderson then facilitated an interactive discussion regarding the group's expectations.

Documents Reviewed

Ms. Anderson led a review of several documents providing guidance to the committee's work. These included:

- A. *FTF Stakeholder Input*
- B. *Committee Description*
- C. *Committee Timeline*
- D. *Decision Map*
- E. *Ground Rules*
- F. *Committee Deliberation*

The group suggested minor edits and the revised documents will be brought back for consensus agreement at the next meeting.

Overview and Discussion on FTF Data Collection and Evaluation

Dr. Amy Kemp presented a PowerPoint overview of the First Things First Evaluation Plan.

Overview and Discussion on FTF Approach to Developing Early Learning Strategies

Sandy Foreman, Assistant Director, Policy and Research gave an overview of the FTF Approach to Strategic Planning and Development. Additionally, a review of fiscal year spending and financial reports for 2010 and 2011 (to date) was given

Early Childhood Task Force Model System and Priority Recommendations

Karen Woodhouse, Deputy Director provided an overview of work the Early Childhood Task Force Committee. Ms. Woodhouse explained how the Priority Recommendations document was developed to help the Board talk about and approve priorities.

Task Force goal was to identify what an early childhood system would look like what they wanted model to represent; they identified their vision as what the child would get from this system keeping child centered, focused to the system and who the system partners are, all people engaged in the system. Identified system and foundational elements needed as well as system characteristics.

Ms. Woodhouse described how the Early Learning Committee will be following the work of the Task Force, using the information as a foundation and then moving forward to develop key indicators to be measured statewide within the areas of Quality, Access and Affordability as well as Professional Development. Ms. Woodhouse laid out the fiscal year plans for preparing indicators, benchmarks, and data, what to collect, what needs to be collected and what needs to be developed. The intent is for an established set of indicators to be implemented with benchmarks by SFY14.

Future Work and Next Steps

Mr. Sanchez reviewed the steps moving forward, and asked all to review materials in preparation for the next meeting.

Next Meeting

Friday, February 18, 2011, 10 a.m. to 2 p.m. at 3550 North Central Avenue, Second Floor, Phoenix, Arizona 85012.

Adjourn

There being no further business, the meeting was adjourned at 2:00 p.m.

SUBMITTED BY:



Elsa Romero, Executive Staff Assistant